



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

CN# 07-07

MEMORANDUM

To: School Health & Nutrition Program Sponsors

From: Mary Szafranski, Deputy Associate Superintendent
Arizona Department of Education, Health & Nutrition Services
Katrina Klatt, NSLP Nutrition Director
Arizona Department of Education, School Health & Nutrition Programs

Date: August 9, 2006

RE: Verification Sample Size

The purpose of this memorandum is to inform local educational agencies (LEAs) that the *Child Nutrition and WIC Reauthorization Act of 2004* amended *Section 9(b)(3) of the Richard B. Russell National School Lunch Act* to specify an **exact** verification sample size.

LEAs utilizing the Standard Sampling Method or the Random Sampling Method must verify the lesser of three percent (3%) or 3,000 of the approved applications on file as of October 1, but **may not do more**.

While LEAs **cannot** verify more than the legal limits, they still are required to verify questionable applications (**for cause**). For cause may include, but is not limited to, situations where school officials have knowledge of household circumstances that would cause them to verify the information on the application.

It is important to note that this restriction on sample size **does not** apply to a State's ability to conduct application verification activities connected to its general oversight responsibilities.

If you have questions or concerns regarding this memo, please contact your assigned School Health & Nutrition Program Specialist at 602-542-8700.